



ISDH VITAL RECORDS

JULY 30, 2007

NUMBER 2

From the Registrar's Desk

Failure of Funeral Director Reporting

Over the past month or so I have been informed by several local health departments of issues with funeral directors not reporting death information within the specified time frame of seven days according to 410 IAC 18-1-13. To that extent, requests have been made asking that I, as State Registrar, issue a letter reminding the funeral directors of their legal reporting obligations. Although I am not against drafting a letter to meet these request, the most effective manner of achieving compliance is to lodge a complaint with the Attorney General Office of Consumer Affairs at <http://www.indianaconsumer.com/filecomplaint.asp> or call at 1-800-382-5516 or 317-232-6330.

Upon receipt of complaint the AG's office will investigate and potentially require the funeral director to appear in front of the State Board of Funeral and Cemetery Services for clarification and possible disciplinary action.

House Bill 1503 Coroner's Fee

As a result of this year's legislative session, effective July 1, 2007, the Coroner's fee collected by Indiana's Local Health Departments has increased from one dollar (\$1) to one dollar and seventy-five cents (\$1.75) to support the Coroner's continuing education effort with a twenty-five cent increase every five years by law through the year 2043. The impact of this legislation will necessitate that Local Health Departments increase fees associated with the issuance of a certificate of death.

The following is the Coroner's continuing education fee structure per five year increment:

- (1) one dollar and seventy-five cents (\$1.75) after June 30, 2007, and before July 1, 2013;
- (2) two dollars (\$2) after June 30, 2013, and before July 1, 2018;
- (3) two dollars and twenty-five cents (\$2.25) after June 30, 2018, and before July 1, 2023;
- (4) two dollars and fifty cents (\$2.50) after June 30, 2023, and before July 1, 2028;
- (5) two dollars and seventy-five cents (\$2.75) after June 30, 2028, and before July 1, 2033;
- (6) three dollars (\$3) after June 30, 2033, and before July 1, 2038;
- (7) three dollars and twenty-five cents (\$3.25) after June 30, 2038, and before July 1, 2043;
- (8) three dollars and fifty cents (\$3.50) after June 30, 2043

It is therefore recommended that local jurisdictions request an increase in the cost of certificates of death to match the increase of the Coroner's continuing education fee per Indiana Code 16-37-1-9.

With or Without Cause of Death: House Bill 1633

FYI – effective July 1, 2007 according to House Bill 1633 we now have the liberty to accommodate customers requesting a death certificate with or without the cause of death. Although the cause of death information is required to settle insurance affairs, closing out cellular contracts, and other business does not, therefore issuance should be completed per the customer's request.



Indiana State
Department of Health



Changing the “Living” Status of a 2007 Baby

When issuing a 2007 record from the Genesis system, you may come across a child’s record that lists the child is DECEASED when in fact, the child is alive.

A Change in the way the question of whether a baby was alive at time of discharge had some hospital personnel mistakenly answering ‘NO’ (Child is not Living) when they meant to answer ‘YES.’

If you print a birth certificate for a living infant and the ‘Deceased’ watermark prints across it, follow this procedure to fix the record. Go to Legal View Screen, Statistical Corrections. Select - “ Infant Living at Time of Report.” It will say ‘NO.’ Click on that line and change it to ‘Yes,’ and then save the change. In the comments field, type in “hospital error” to let us know why that field was changed.

You can change that question without filling out a correction form or notifying us.

We have notified the hospitals we caught making this mistake. If you find your hospital is having problems with this question, please let us know so that we can tell them how to fix this problem.

Home Birth Facility Address

When a hospital is entering a birth, their hospital is the facility of birth and the hospital address is the facility address. If a county is entering a home birth, the facility will be the street address where the child was born. In the Facility field, click on the down arrow key and scroll to the bottom of the facility list. Choose – “Add New” . A screen will come up. For the Facility address, enter the street address (123 Main Street, for example). You will also add the street address again when it asks for the street address. Save the screen when you are finished adding the “facility.” When you get back into the main program, the baby’s address will show up as the facility of birth.

If you have questions on either the Living Status of a Child or Home Births, please contact
Mary Keltner at 317-233-7515

Hospital Paternity Affidavit

When a paternity affidavit is associated with a birth record, the hospital should release the electronic birth certificate first then send the paper paternity affidavit to the local health department. The local health department should then accept the paternity affidavit electronically before forwarding the paper to the State Department of Health. Hospitals and local health department should make sure that the paternity affidavit is signed within 72 hours of the child’s birth, and should be signed and dated by both parents.

Please be advised if there is a cross out of any kind on the paternity affidavit it should be rejected and notify the parents that they will have to come to the local health department to re-file. If you have questions, or concerns contact **Tina Biggs at 317-233-7303.**

Contact Info:

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